

HOW TO RESPOND TO STUDENT NONCOMPLIANCE

To ensure that each of us has a healthy and safe learning experience within courses that involve in-person contact, all students, faculty members, staff, and visitors are required to adhere to the expectations outlined on the [Social Distancing and Face Covering Policy](#).

Using Consistent Language

Use the same language when explaining the College's expectations to employees, students and visitors. This ensures that a firm, polite and compassionate message is being communicated each and every time.

On the rare occasions that you identify a student in your classroom who is not following these expectations, please use these guidelines to address the student's behavior.

- Speak Firmly, Politely and Compassionately

Politely ask the student to follow the College's Social Distancing and Face Covering Policy for their own health and the health of others. Most students will likely apologize and comply with your request.

Some examples of this initial interaction include:

- "Hello Parker, I see that you do not have a mask on today. To ensure the health and safety of everyone in the class, please put your mask on. I really appreciate your cooperation. Thank you!"
- "Hi Jamie and Ellis, I see that you're sitting within 6ft. of each other. Please move to any other seat to ensure social distancing. Thanks so much for helping me keep the classroom safe."

If a student is repeatedly not complying with classroom expectations, you may want to say something like this:

- Taylor, I really want you to be part of this class but, for that to happen, I need you to comply with the College's expectation regarding wearing a mask in the classroom. Unfortunately, if you continue to not wear a mask, I am obligated to file a report with the Office of Community Standards in the interest of the health and safety of everyone in the class,"

Offer Guidance to Help the Student Resolve the Issue

If a student forgets their face mask, explain to them that, to ensure everyone's safety, they need a mask to remain in the classroom. Certain college personnel will be at various central campus locations with masks for student's needs. If they obtain a mask, they can return to class.

Here's an example of that interaction:

“Hey Alex, thanks for letting me know you forgot your mask. Unfortunately, you’re not allowed to be in class without a mask. Once you obtain a mask, you’re welcome to return to class.”

Reporting Violations

Instructors will be able to file a report online in the rare occasion that a student repeatedly does not follow your instructions to comply with the COVID-19 expectations or is disruptive to your class.

For a consultation with Community Standards staff, please email saf.conduct@purchase.edu or call 914-251-6027.

Reporting an Emergency

If you feel that the situation is escalating to a point where the student is becoming aggressive or refuses to leave the classroom after being instructed to do so, you may contact the University Police by dialing 6911 from any campus phone or dialing 914-251-6911 from your cell phone.

This language has been adapted from the [University at Albany](#) with their permission.